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CITE FBIS/VIENNA 49171 (ACTING)

TO: FBIS.

REF: FBIS 11516

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1. PER REF, GRAF I.D. PROPOSAL THAT C/AUSTRIAN BUREAU BE AUTHORIZED TO HIRE A PART-TIME U.S. SECRETARY WHEN FIRST VACANCY OCCURS IN ADMIN ASSISTANTS: THIS WAS MY PROPOSAL TO IG INSPECTORS DURING THEIR VISIT AND AT OTHER TIMES. THIS REMAINS DOWN THE ROAD (ABOUT FOUR YEARS NOW) ON RETIREMENT OF OLDEST ASSISTANT, BUT BOTH FUNDS SAVINGS AND WORKLOAD CONSIDERATIONS FULLY JUSTIFY IT.

2. PER REF, GRAF I.E., BUREAU HAS ALREADY DISPOSED OF THREE SAFE DRAWERS OF OLD RECORDS IN PAST YEAR, AND DESTRUCTION PROGRAM CONTINUES AS TIME AVAILABLE. WE SHOULD BE ABLE TO DESTROY AT LEAST TWO MORE DRAWERS, BRINGING CLASSIFIED FILES TO LESS THAN ONE SAFE, WITHIN NEXT THREE MONTHS. DCL 020CT86

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